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## SitterBarfoot Veterans Care Center Opening Ceremonies Meeting Notes—May 30, 2007

- **Welcome**

Thad

Committee members present: Thad Jones, Paul Galanti, Jud Stanley, Dale Chapman, Anne Atkins, Sandra Ranicki. Roger Sullivan was present also.

Members reviewed the Committee charter which outlines the committee's scope, structure, deliverables and timetables.

Committee members recommended adding two additional members--Jon Hatfield from the War Memorial and Janet Langhorn who works with the volunteers at McGuire VAMC.

- Next Steps

- Invite Jon Hatfield and Janet Langhorn to join the committee

- **Presentation of SitterBarfoot Name**

Anne

Some committee members did not really like the formatting of the name which drops the hyphen and merges the two names with the S and B capitalized; however, everyone agreed that if this satisfied the concerns of Colonel Barfoot, then it was an acceptable solution. Dale did ask if we had also run this by Mrs. Sitter.

- **Portraits of Colonels Barfoot and Sitter**

Anne / All

Although DVS has secured approval from the Veterans Services Foundation (VSF) for funding up to \$10,000 to procure portraits and framing, Jud suggested that we ask the service organizations (VSOs) to contribute to the cost of the portraits. Committee members agreed that the best way to approach the VSOs would be through the Joint Leadership Council (JLC). All members felt this would give the VSOs a stake and feeling of participation in the opening of the Center. Sam Wilder, JLC Chair, could put out a call to the organizations to see if they would be willing to contribute. Any contributes above and beyond the cost of the portraits would be set aside for maintenance of the pictures. If contributions are received from the VSOs, we will need to ensure that the money is earmarked for the portraits and that there is no confusion about accounting for it.

A suggestion was made to check the Medal of Honor Society website and possibly use the portraits on that site as models for the paintings. We would need to check with them about copyright issues. Another suggestion was to check with Colonel Barfoot to find out how he would prefer to have his portrait done (e.g., in uniform, at the age he received the medal, wearing the medal, etc.). Some members recommended that the portraits portray the recipients at the age they received the medal. Committee members reviewed sample portraits and the general consensus was that the portraits should be formal in pose.

A recommendation was also made to find out who paints the portraits of the Governors and who paints the portraits of fallen State Police officers as possible artists for the portraits.

○ Next steps

- Contact Sam Wilder about asking VSOs, via the JLC, to contribute to the cost of the portraits
- Look at portraits on the Medal of Honor website
- If acceptable, research copyright usage of these portraits
- Check with Colonel Barfoot about how he thinks the portraits should be done
- Research selection of artists for Governor's portraits and fallen State Police troopers

● **Events**

Anne / All

Committee members discussed the events to be held and agreed on a reception and a ribbon cutting ceremony. Members agreed that the events should be held before patients are admitted to the Center and, based on anticipated opening, mid September is the targeted time frame for holding the two events. A suggestion was made to see what was done for the opening of the Virginia Veterans Care Center and when the event(s) were held.

The reception will be an unstructured event where guests are greeted and guided to food stations and also given tours of the facility in small groups. At about 6:00 or 6:30 p.m. guests will be asked to gather in the dining room or multipurpose room for brief remarks from Vince and Sandra. Committee members agreed that this event should be held during the week. Jud offered to see if VFW Post 9808 will sponsor the refreshments for this event.

The ribbon cutting will be a structured event with the Governor, Colonel Barfoot and Mrs. Sitter cutting the ribbon to the facility and will, of course, include remarks from a variety of speakers. Committee members agreed that this event should be held on a Monday or Friday. Attendance will be better if it is held during working hours, especially since the targeted time frame is during football season which could detract from attendance.

Members briefly brainstormed attendees.

○ Next Steps

- Research the ceremony done for opening of the Virginia Veterans Care Center
- Begin building invitation list
- Identify speakers and activities for each event
- Create budget for each event
- Send ribbon cutting event proposal to Governor's office for a concrete date
- Select date for the reception

● **Commemorative coin**

Anne / All

Committee members briefly discussed creating a commemorative coin, remarking that these items are often dust catchers. However, some members countered that these are nice commemorations of an event and valued by many. Members agreed that the coin should have a picture of the center on one

side and the dedication date on the other side. Dale Chapman said that he could obtain a reasonable price for a coin.

- Next Steps
  - Create artwork for the coin
  - Obtain quotes
  - Obtain funding

- **Next Meeting**

The next meeting will be held June 27<sup>th</sup> at 1 p.m. in Building 507. Details will be sent about the conference room.

